



Wharton County Junior College

Leadership Committee Meeting

1. Leadership Committee Meeting Minutes

Item	Description
Date	June 19, 2007
Time	9:00 A.M.
Location	Administrative Conference Room

2. Attendees

Role	Name
Chair	Betty McCrohan
Minute Taker	Deanna Feyen
Attendees	Pate, Dr. Ty; Pinson, Dale; Kocian, Bryce; Youngblood, Pam; Collins, Leigh Ann; Jones, Dr. Dan; Rehak, Patricia; Stavinoha, Natalie
Absent	Taylor, Dr. Wayne

3. Agenda

	Topic	Owner
1.	SACS-Review the core standards for the Compliance Report	
2.		
3.		
4.		

4. Information Items

	Description	Date	Participants
1.	The minutes were approved as presented.		
2.	SACS Core Requirement 2.5 – Dan explained the SACS Core Requirement and how he wrote the document. The Leadership Team discussed the requirement and made suggestions for changes. Dan will check for minutes associated with the requirement and verify the name of the Mission Committee. Dan will scan the ExPT (Executive Planning Team) minutes. Suggestions were made for links to PowerPoints and additional minutes. Leigh Ann made changes to the documents as suggestions were made. Dan will gather additional documentation to prove the budget process. Dan will compare the revised Strategic Plan process timeline to make sure it is the same as the assessment and planning timelines. Dan will search for minutes from the committee formed to make the determination to change the MIS system. Ms. McCrohan will provide minutes for a rationale of hiring Student Success Coordinators. Suggestions were made to Dan to make additional changes to the <i>Other Examples of Improvement</i> paragraph to reference initiatives. Dr. Pate suggested changing the requirement to use the same		

	terminology as other SACS requirements. The last sentence was changed to reflect this terminology, but the team decided not to make the other suggested changes.		
3.	SACS Core Requirement 3.10.1 – This core requirement was reviewed by the Leadership team. Ms. McCrohan stated there were no support of the mission in the document and no summary of the data. Bryce will rewrite the introductory paragraph and add a concluding paragraph to tie it all together.		
4.	SACS Core Requirement 3.7.2 – The Leadership team reviewed the SACS core requirement. Regulation 872 was referred to and a note was made to revise the regulation for faculty evaluations at a later date. Changes were made to document the process of faculty evaluations. Ms. McCrohan felt that the statement did not prove the effectiveness. Source documents need to be added. Ms. McCrohan will seek advice from the attorney’s for certain changes in regulation 872, such as, non-renewal of contract. A conclusion paragraph needs to be added. Committees related to this document will be added.		
5.	SACS Core Requirement 3.2.10 – Samples of completed source documents will be added to the document. Ms. McCrohan will follow-up on providing the documents.		
6.	SACS Core Requirement 2.6 – Discussions pursued with the leadership team over this core requirement. Changes were made to prove students are enrolled in degree programs.		
7.	SACS Core Requirement 2.4 – No changes were made.		
8.	SACS Core Requirement 2.1 – No changes were made.		

7. Action Items

	New Action Items	Owner	Due Date	Status
1.	2.5-Dan will check for minutes associated with the requirement and verify the name of the Mission Committee. Dan will scan the ExPT (Executive Planning Team) minutes. Dan will gather additional documentation to prove the budget process. Dan will compare the revised Strategic Plan process timeline to make sure it is the same as the assessment and planning timelines. Dan will search for minutes from the committee formed to make the determination to change the MIS system. Ms. McCrohan will provide minutes for a rationale of hiring Student Success Coordinators.			
2.	3.10.1-Bryce will rewrite the introductory paragraph and add a concluding paragraph to			

	tie it all together. Ms. McCrohan will seek advice from the attorney's for certain changes in regulation 872, such as, non-renewal of contract.			
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5. Adjournment

		Owner	Due Date	Status
1.	The meeting adjourned at 12:24 P.M.			